Chapter 2

Logging on

This chapter explains how to log on to FACTS II (after it has been installed on your PC). There are several layers of communication between your PC and the FACTS II system. To save PC memory, it is advisable to close any applications that you do not need to have open before logging on.

Instructions   Establish a dial-up connection. To do this, use Windows "Dial-up networking". Refer to the following documents from the Treasury/FMS' Enterprise Platform Technical Support for help:
-- Installing Communications/Dial-up for Windows NT
-- Installing Communications/Dial-up for Windows 95/98

Please refer to the "More information and contacts" appendix of this user's guide to obtain a copy of these installation guides. They will help you configure your system, which only needs to be done once. The following steps will be done each time you enter FACTS II.

Open your internet browser (e.g. NetScape or Internet Explorer) and go to **http://intouch.fpa.fms.treas.gov/applaunch** . (You may want to add this site to your internet browser's "bookmarks" or "favorites" so that you do not need to retype it each time you enter FACTS II). Click on "Launch it!" next to "FACTS II Client." (See Exhibit 2-1).

Enter your user ID (e.g. JSMITH) and password to log into FACTS II. User IDs must be all capital letters and the password may contain both upper and lower case letters. You do not need your SecurID card for this password. (See Exhibit 2-2).

In the "Welcome to GOALS II" dialog box, you may see messages being broadcast by the system administrators. After reviewing these messages, click on the "print" button to keep a copy of the message (if desired) or the "OK" button. (See Exhibit 2-3).

You will be logged on to FACTS II and all of the fund symbols associated with your user ID will be listed on the screen (See Exhibit 2-4).
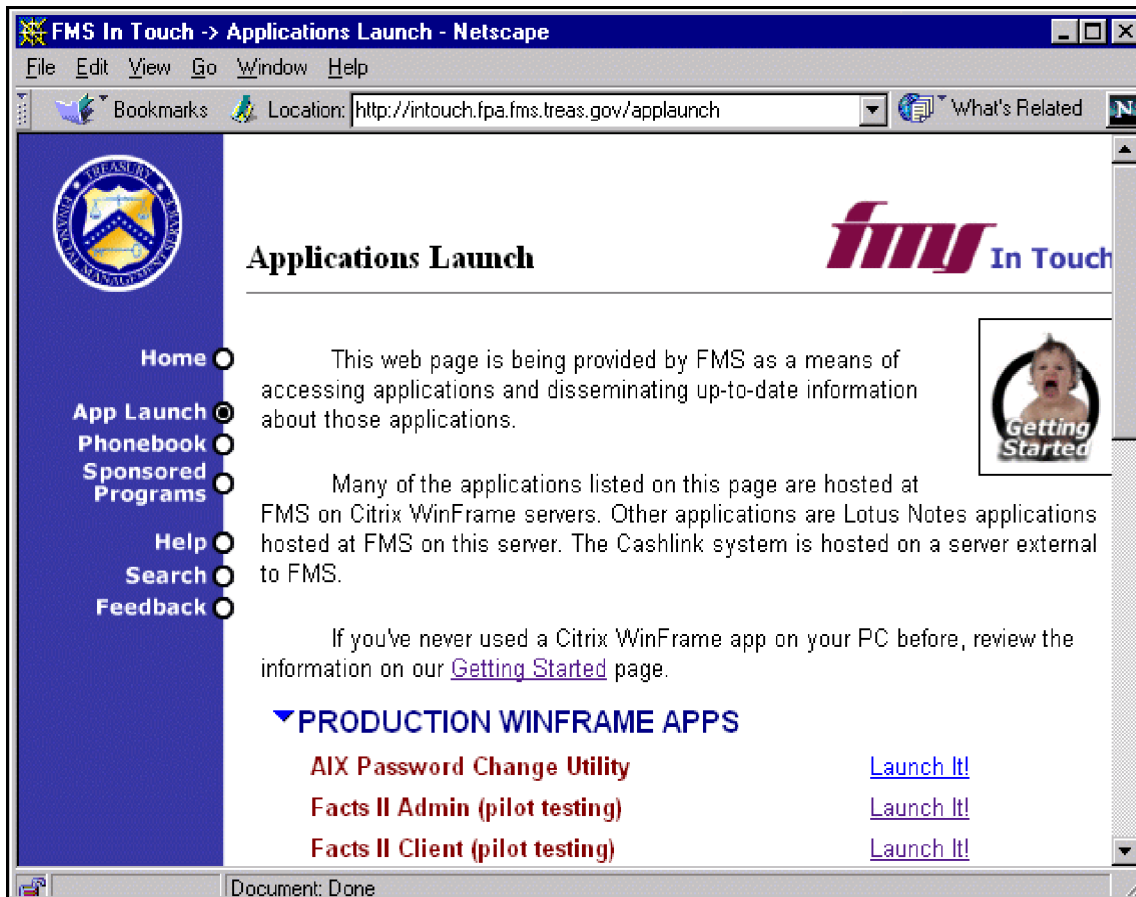
Exhibit 2-1 – FMS In Touch Applications Launch
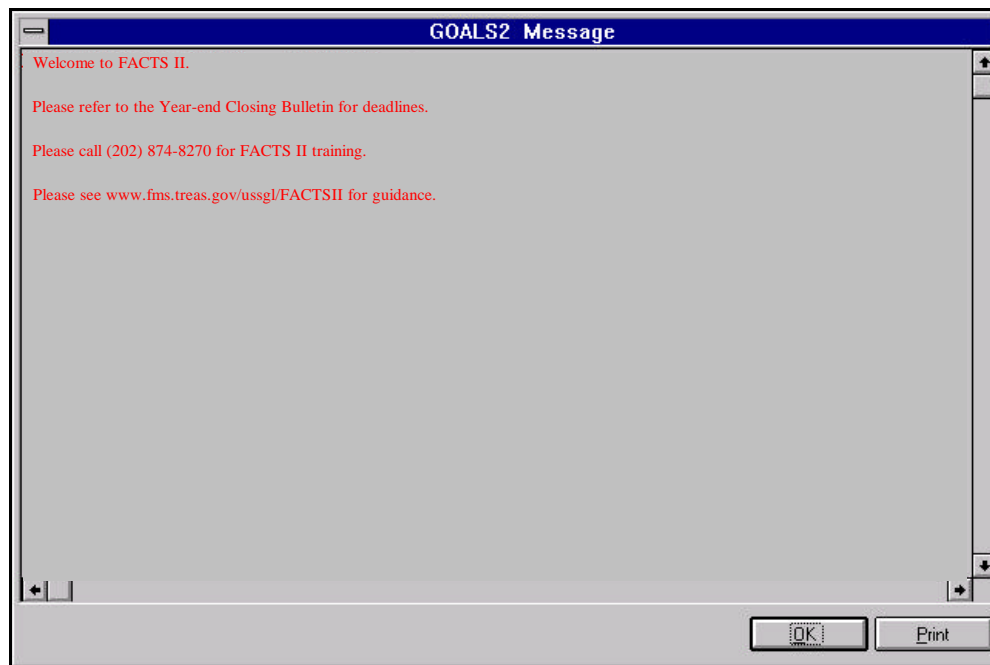

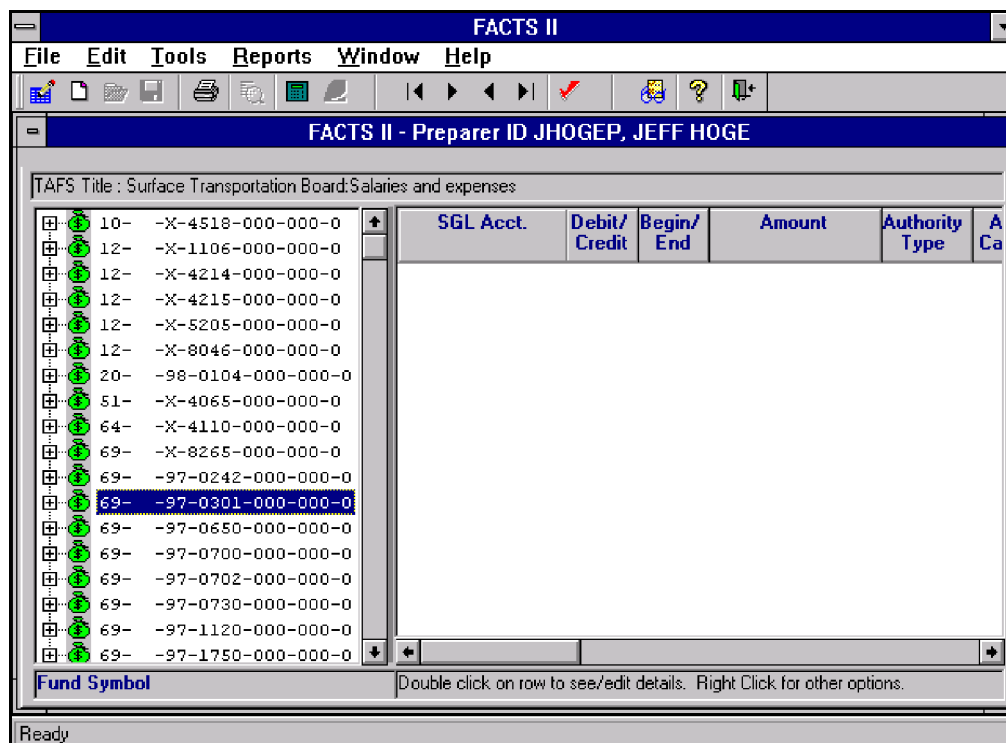Exhibit 2-2 – Log on.

Exhibit 2-3 – Welcome to FACTS II.

Exhibit 2-4 – Check to see that all of your fund symbols are included.